

INDIANA EMERGENCY RESPONSE COMMISSION (IERC) MEETING
Indiana Government Center South
Conference Room C
302 W. Washington Street
Indianapolis, IN
March 11, 2013

WELCOME AND INTRODUCTION

Chairman Mike Garvey of the IERC welcomed everyone to the meeting and asked for a roll call.

ROLL CALL TO ORDER

Mike Garvey – Chairman	Laura Steadham - IDEM designee for Bruce Palin
Gerri Husband – State Fire Marshall	Carlos Pettiford – Indiana State Police
Sherman Greer – Local Representative	Brian Lott – Local Representative
Jim Pridgen – Industry Representative	

The following Commission members were absent:

J. Eddie Goff	Shawn French	Dean Larson	Carol Shelby
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The following staff members were present:

John Steel	Ian Ewusi	Mara Snyder	James Greeson
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The following members of the audience were present:

Jim Plum – Jefferson County LEPC	Becky Waymire – Morgan County LEPC
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QUORUM

LEPC Coordinator indicated a quorum was present

CONSIDERATION OF THE MINUTES

A motion to approve and adopt the minutes from the January 15, 2013 IERC meeting was made by Chief Lott and seconded by Mr. Pridgen **MOTION CARRIED**

REPORT OF THE CHAIR

Mr. Garvey referred comments to Ms. Snyder for a legislative update on SB242, Section 1 Page 2, requiring and LEPC chair to list ethics training dates to the IERC on the membership roster. This bill has passed the Senate and at the House for review.

No additional legislation affecting the IERC is in process at this time.

COMMITTEE REPORTS

Communications Committee—Sherman Greer, Chair

Mr. Greer reported on the morning communications committee meeting and the progress of the 2013 Indiana Emergency Response Conference that is scheduled for August 21-24, 2013. The conference location will be at the Sheraton Hotel at the Keystone at the Crossing.

The IERC/LEPC Session will be Friday August 23, and he will have a budget at the May IERC meeting for approval.

Mr. Greer also requested profiles on commission members and LEPC chair's to add to a newsletter.

Policy/Technical Committee—James Pridgen/Dean Larson, Co-Chairs

Mr. Pridgen, co-chair for the Policy/Technical Committee provided a report on the following;

1. Annual IERC Retreat
 - a. IERC Annual Retreat will be scheduled for May 6, 2013 in Columbus, IN. Meeting will be open to the public.
2. LEPC Roster
 - a. Recommendation from Mr. Ewusi was 13 people in 12 categories, with one vote per category. The Policy/Technical recommendation was to adopt a 1993 memo making this recommendation for roster membership and include language for ethics training and proxies.
3. Letters from LEPCs on consolidation
 - a. Letters from LEPCs with comments on consolidation of LEPCs were reviewed by the committee. Most were in objection on consolidation but support working on inactive LEPCs. No final determination by the committee on how to handle this issue. Mr. Plum with the Jefferson County LEPC added, LEPCs would like input into final decision.
4. LEPC Retention Schedule
 - a. Discussion of LEPC Retention Schedule. Ms. Snyder added that this is determined by the county. Some plans are kept 3-5 years and up to 7 years. Ms. Snyder included that she and Mr. Ewusi will work with the Indiana Commission of Public Records (ICPR) to get a written recommendation.
5. HMEP Grants
 - a. A letter from Monroe County was discussed concerns on how grant awards were determined. Ms. Husband added that the short performance period, applicants completing projects and the amounts of funds that must be deobligated has determined award amounts. IDHS retains a portion of the funds to support state offered haz-mat training.
Contracts have been awarded to teach haz-mat classes at district levels will be offered, and these will be posted to the IDHS Training Calendar.
Mr. Plum asked that the LEPCs be included on any future correspondence with regards to the offered training.
6. IERC Strategic Plan
 - a. A draft strategic plan was submitted to the committee for review and comment. This topic will be brought up at the IERC Retreat.

Training Committee—Brian Lott, Chair

No Report

Fiscal Committee—Bruce Palin, Chair

No Report

Mr. Greer made a motion to accept committee reports, second by Chief Lott. **MOTION CARRIED**

OLD BUSINESS

Mr. Greer addressed the IERC logo and requests artwork to be submitted to the commission.

NEW BUSINESS

Mr. Steel provided an update on the application process of the FY2014 (2013-2014) Hazardous Materials Emergency Preparedness Grant process. Application is due back to USDOT by April 19, 2013.

REPORT OF THE FIELD REPRESENTATIVE

Mr. Ewusi provided a report on the following topics;

- **2013 Funding for 2012 Activities**
 - Drop dead date for all 2012 compliance reports was March 1, 2012
 - Failure to submit these reports would result in the loss of 2013 annual funding
 - Immediately mailing or e-mailing the 2012 reports prior to the March 1 deadline would avoid loss of funding
 - Number of active LEPCs in 2012 was 84 (91% reporting) and 67 (73% active) have submitted all of their reports. 5 ended up with 1 report outstanding, 1 had 2 reports outstanding, 6 LEPCs were within 4-5 reports of completing, 5 had 6 outstanding reports and 8 had no reports submitted.
- **LEPC Online Reporting**
 - Frequent meetings with IDHS Programmer to review and make recommendations on the new system
 - To date, 64 LEPCs (69% reporting) have submitted online. With a breakdown of 63 have submitted their legal notices, 52 have submitted fiscal reports, 62 have submitted rosters and 35 have provided other reports such as minutes, exercises and bylaws.
 - Other enhancements being worked on include; LEPC Sign in sheets being generated from roster, Online tutorial for each module (Completed), LEPC repository that can be accessed by LEPCs for records and link for public and IDHS staff to review information in a read only format.

- **Training**
 - **EPCRA**
 - In January, 4 EPCRA Classes were taught in Marion (2), Marshall, and Bartholomew Counties.
 - **CAMEO**
 - CAMEO Classes are scheduled for March through May with Parke County, Gibson County, and White County. Also will be presenting at the Midwestern Emergency Preparedness Conference in Rockford, Illinois
- **EPCRA Facility Reporting**
 - (EPCRA 313) Of 6073 reporting facilities, 4814 have been submitted, 732 are in progress and 527 are awaiting certification
 - (EPCRA 311) Of 233 facilities, 157 are submitted, 23 are in progress and 52 are awaiting certification
 - (EPCRA 302) 289 facilities 153 are submitted, 104 are in progress and 32 are awaiting certification
- **Spill Reports (EPCRA Section 304)**
 - 4 reports have been submitted;
 - 2 in Lake county
 - Buckeye Terminals and US Steel, Propylene and Benzene 16lbs
 - 1 in Huntington County
 - Best Foods/Burner Hub Farms unknown amount of Ammonia
 - 1 in Posey county
 - Country Mark COOP, 500lbs Carbon Monoxide, and 20lbs Nitrogen Dioxide

MEMBERSHIP ROSTER APPROVALS

Mr. Ewusi reported that the following 62 counties had submitted new or updated rosters for approval:

Allen	Adams	Bartholomew	Boone	Brown	Clark	Clinton
Daviess	Dearborn	DeKalb	Delaware	Dubois	Elkhart	Floyd
Fountain	Franklin	Fulton	Gibson	Grant	Greene	Hamilton
Harrison	Jackson	Jay	Jefferson	Jennings	Johnson	Knox
Kosciusko	LaGrange	Lake	Lawrence	Marion	Marshall	Miami
Monroe	Montgomery	Morgan	Noble	Ohio	Owen	Parke
Perry	Posey	Putnam	Randolph	Ripley	Rush	Shelby
Spencer	Steuben	Tippecanoe	Tipton	Union	Vermillion	Wabash
Warrick	Washington	Wayne	Wells	White	Whitley	

Chief Lott made a motion to approve the rosters and was seconded by Mr. Greer. **MOTION CARRIED.**

LEPC COMMENTS

Jim Plum with the Jefferson County LEPC asked the Commission when the training devices purchased by HMEP funds will be made available. It was reported that these training props are being used by haz-mat teams and request can be made to IDHS Fire Training.

Mr. Plum also discussed Tier II reporting of Kerosene and propane and we could be missing funding opportunities from reporting facilities. Mr. Ewusi added that retail gas stations were exempt from reporting, but still needed to report other chemicals.

EPA COMMENTS

No Report

PUBLIC COMMENTS

No Report

NEXT MEETING

Monday May 13, 2013 1:00pm
Indiana Government Center South Conference Room A

ADJOURNMENT

Meeting was adjourned at 2:56 P.M.

Michael Garvey, Chair